

Minutes of the
Dodge County Highway Committee Meeting
March 21, 2019

CALL TO ORDER: The meeting of the Dodge County Highway Committee was called to order by the Chairman at 8:00 a.m. on March 21, 2019 in the Dodge County Highway building.

ROLL CALL AND NON-COMMITTEE MEMBER COUNTY BOARD SUPERVISOR

ATTENDANCE: The following members were present – Jeffrey Caine, Richard Fink, David Frohling, Jeff Berres, and William Muche. There were no non-Committee County Board Supervisors in attendance. Assistant Commissioner Peter Thompson was also present. Commissioner Brian Field was present for part of the meeting.

PUBLIC COMMENT: There were no public comments.

APPROVAL OF THE MINUTES OF THE FEBRUARY 28, 2019 MEETING: Motion by Muche and seconded by Frohling to approve the minutes of February 28, 2019. Motion carried.

COMMITTEE REPORTS:

- Highway Condition/Safety Concerns – winter sign damage was discussed. Repairs are being done at this time.

COMMISSIONER'S REPORTS:

- Employee Retainage and Recruitment Update – Field gave an update on hiring, training, and a recent retirement and resignation of the accounting staff.
- Snow and Ice Control Update – approximately \$311,600.00 remained in the Snow and Ice Control business unit 3312 as of March 21, 2019.
- Damage Report on Truck 56, Truck 61, Truck 18, and Paver 364 – Field reported on several claims and repairs in progress.
- Wetland Mitigation Bank Considerations – the Committee discussed the concept of developing a wetland mitigation bank on County-owned land. A presentation from a consultant will be scheduled for a future meeting to research options and estimated costs.

UPDATE ON PETITION FOR ANNUAL CERTIFICATION ELECTION – DODGE COUNTY HIGHWAY EMPLOYEES: The Committee was updated on the current status of the employee certification. No action was taken.

REVIEW, CONSIDER, AND POSSIBLY TAKE ACTION ON THE FOLLOWING:

- Policy to Dispose of Excess County Highway Land – Motion by Muche and seconded by Fink to approve the final version of the policy to dispose of excess county highway land. Motion carried.

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- Right-of-Way Plat and Relocation Order for CTH M from CTH E to CTH JM – Motion by Berres and seconded by Frohling to approve the right-of-way plat and relocation order for CTH M from CTH E to CTH JM. Motion carried.
- A Resolution for Eliminating an Equipment Operator Position and Creating a Maintenance II Position – this item was laid over to a future meeting.

CONSIDER ATTENDING REPRESENTATIVE BORN LISTENING SESSIONS: Fink stated he would attend Representative Mark Born's listening session in Mayville. Caine and Muche will try to attend in Hustisford.

CONSIDER ATTENDING WATERTOWN AGRI-BUSINESS DINNER ON MARCH 28TH: All members except Berres (tentative) will attend the Watertown Agri-Business dinner on March 28th to hear Secretary of Transportation Craig Thompson speak.

UPDATE ON TYLER ENTERPRISE RESOURCE PLANNING (ERP): Frohling confirmed that the work orders component will not be implemented until January 1, 2020 due to the staffing issues. The rest of the program will go live July 1, 2019.

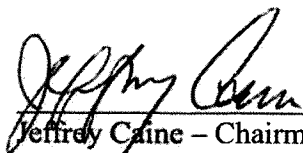
REVIEW VOUCHER PAYMENTS AND CREDIT CARD PAYMENT REPORT: Voucher payments and the credit card payment report were reviewed.

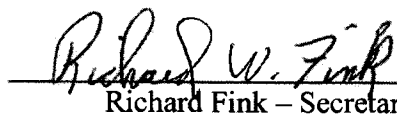
DETERMINE NEXT MEETING DATE AND TIME: The next meeting will be at 8:30 a.m. on April 11th in the Juneau office.

FUTURE AGENDA ITEMS: ERP update, Reeseville land update, and the elimination of an equipment operator position and creation of a maintenance position.

FIELD REVIEW: There was no field review.

ADJOURN: Motion by Muche and seconded by Fink to adjourn the meeting at 9:12 a.m. Motion carried.


Jeffrey Caine – Chairman


Richard Fink – Secretary

Disclaimer: The above minutes may be approved, amended, or corrected at the next Committee meeting.